

# **YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES**

## **Monday, November 16, 2015**

The Board of Commissioners of the County of Yadkin, State of North Carolina, met in Regular Session in the Commissioners' Meeting Room of the Yadkin County Human Resources Building located at 217 East Willow Street, Yadkinville, NC on November 16, 2015 at 7:00pm.

### **Present were:**

Chairman Kevin Austin  
Vice Chairman David Moxley  
Commissioner Gilbert Hemric  
Commissioner Marion Welborn  
Commissioner Frank Zachary

**Staff present:** County Attorney, Ed Powell; County Manager, Lisa Hughes; and Clerk to the Board, Tanya Gentry.

**INVOCATION** given by Chairman Austin.

**CALL TO ORDER** by Chairman Austin at 7:00pm.

**PLEDGE OF ALLEGIANCE** led by the following East Bend Elementary kindergarten students: Rhianna Fleming, Addison Morgan, Mason Stafford, and Wyatt Stevens.

### **ADJUSTMENTS TO/ADOPTION OF THE AGENDA**

**Commissioner Hemric made a motion to adopt the Agenda as presented. Commissioner Zachary second.**

**Vote: 5/0.**

### **PUBLIC COMMENTS**

There were no speakers. Chairman Austin closed the Public Comments at 7:04pm.

### **APPROVAL OF MINUTES**

The November 2, 2015 Regular and Closed Session Minutes were reviewed. **Vice Chairman Moxley made a motion to approve both sets of minutes as presented. Commissioner Welborn second.**

**Vote: 5/0.**

### **REPORTS/REQUESTS OF THE BOARD**

#### **Recognize Yadkin County Life Saving Award Recipients**

Keith Vestal, EMS Director, addressed the Board. Many EMS Services have a Life Saving Award that they present to their personnel but Yadkin County EMS has not presented an award like this to anyone since its inception. Approximately a year ago Lt. Justin Latham drew up an awards program that recognized personnel for special achievements and presented it to Keith Vestal for consideration. Since then awards for valor, excellence, life saving, military service recognition, and longevity have been adopted into their SOP's. The criteria required to be eligible for Yadkin County's Life Saving Award is more stringent than the criteria that other counties use. To be eligible for Yadkin County's Life Saving Award the crew must have a patient that during treatment, either before or during transport, experiences either cardiac or respiratory arrest. That patient must have a return of spontaneous circulation and respiration and be able to maintain their heart rate. This patient must leave the hospital with a good quality of sustained life. That is where Yadkin County's award differs from that of other counties. To be eligible for many counties Life Saving Award the patient just has to be brought back and survive, even if only for a very short period of time. To be eligible for Yadkin County's Life Saving Award the patient has to not only be brought back but also has to leave the hospital with a good quality of sustained life. Since the awards program has been put in place there have been four patients that fall into this criteria. Tonight Keith Vestal presented a Life Saving Award to the following EMS and Communications/Sheriff's Office personnel that assisted in saving the lives of these four

patients: Amanda Reynolds; Christy Hodges, who could not be here tonight; Stuart Hanes; Roy Mojica; Billy Shore; John Spillman; Margaret White, who could not be here tonight; Anthony Davis; John Matthews; Jeff Putman; Penny Everhart; Nick Hiatt; Justin Latham; Daniel Tucker; Sheila Ridings; Makayla Lowry; Caleb Madison; and Keith Armfield. Christy Hodges, John Spillman, Rojelio Mojica, and Anthony Davis participated in saving two of the four patient's lives. The Yadkin County Rescue Squad, Yadkinville Fire Department, Yadkinville Police Department, and the Yadkin County Sheriff's Office also assisted in saving one or more of the patient's lives. With the changes to the CPR protocols and the new techniques and equipment being used, personnel will strive to save more lives so those patients may be able to return to a good quality of life when they leave the hospital. Hopefully, many more of these awards will be presented in the future.

Vice Chairman Moxley thought it was very fitting that Jeff Putman was one of the recipients of a Life Saving Award tonight. He spoke of Jeff Putman saving someone's life years ago and that patient was able to have a good quality of life for many years after his cardiac arrest. He congratulated all of the recipients of the award. It was great a great achievement.

Commissioner Welborn spoke of emergency personnel saving a loved one's life while she was in an ambulance on the way to the hospital. He congratulated all of the recipients of the award.

Commissioner Frank Zachary stated that he is very proud of all of the award recipients. The award is nice but he believes the satisfaction the recipients felt when they saved a life is much better than any award. He can only try to imagine the satisfaction that each of the recipients felt in achieving the requirements for this award. They are a great team.

Commissioner Hemric thanked all of the award recipients. He spoke of emergency personnel treating him and he wanted to thank them for all that they did.

Chairman Austin stated that this is a great program. He is glad that they included Communications personnel in it. It all starts with Communications taking the call for help. These are great victories that are being celebrated tonight. He does not want Communications and EMS staff to think for a second that the work they do is not appreciated. They have a very tough job to do and they do it every day. The Board and the citizens of Yadkin County deeply appreciate all that they do. He thanked all of the award recipients and congratulated them.

## **CONSENT AGENDA**

**Commissioner Welborn made a motion to approve the Consent Agenda items as presented.**

**Commissioner Hemric second.**

**Vote: 5/0.**

The Consent Agenda items that were approved by the Board are as follows:

### **Human Services/DSS Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
State SSBG	1045320-42214	15,755	(5,286)	10,469
SSBG – Federal	1045320-42215	99,460	(11,593)	87,867
TANF Child Welfare	1045320-42277	20,085	(146)	19,939
TANF SSBG	1045320-42276	15,755	(298)	15,457
LIEAP Admin/Energy	1045320-42223	149,635	(591)	149,044
TANF (WorkFirst Block Grant)	1045320-42275	293,270	(2,969)	290,301
State in Home	1045320-42216	24,930	(149)	24,781
APS	1045320-42238	17,575	(4,394)	13,181
Adult Home Specialist	1045320-42219	11,230	(2,851)	8,379
Crisis	1045320-42221	149,635	23	149,658
Crisis	1055320-57840	149,635	23	149,658

The original budget amounts were estimates. This budget amendment is needed to reflect the actual amounts Human Services received. All revenue (except Crisis) is reflected in Salary/Fringe on the expense side.

### **Parks & Recreation Budget Amendment**

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Insurance Payments	1044000-48500	3,000	1,561	4,561
Vehicle Maintenance	1056120-53040	1,500	1,561	3,061
Misc. Revenue	1046120-48900	0	10,073	10,073
Equipment	1056120-56010	0	9,573	9,573
Buildings & Grounds	1056120-53010	42,500	500	43,000

This budget amendment is needed to accept insurance funds received from an accident Solid Waste had in a Parks & Recreation vehicle; to accept funds from NCDENR for the removal of an underground oil tank; and to accept donated funds. Part of the NCDENR funds will be used to purchase a new mower and some donated funds will be used to build a shed at the disc golf course.

### **Tax Adjustments & Refunds for October 2015**

The Tax Office submitted the tax adjustments and refunds for the month of October for the Board of Commissioners to review and approve. The Board approved the presented adjustments and refunds for the month of October 2015.

### **Abatemaster Contract**

Abatemaster will assist Brickey Acoustical with the installation of a new ceiling in the Tax Office and Juvenile Probation area of the Courthouse. Abatemaster will remove the old lights and HVAC diffusers that are located in areas that have been identified as having asbestos. They will also install anchors for a drop ceiling and light supports. The Board approved the contract and authorized the County Manager to sign it.

### **Brickey Acoustical Contract**

Brickey Acoustical will install a drop ceiling in the Tax Office and Juvenile Probation area of the Courthouse. The Board approved the contract and authorized the County Manager to sign it.

### **CW Electric Contract**

C W Electric will remove some of the old lights from the Courthouse. After the new ceiling grid is installed in the Tax Office and Juvenile Probation area of the Courthouse, they will install new LED lights and add one light switch. The Board approved the contract and authorized the County Manager to sign it.

## **PUBLIC HEARING/ACTION TO SET PUBLIC HEARING**

### **Set a Public Hearing on the Rapid Entry Key System Ordinance**

A Rapid Entry Key System is used to allow the Fire Departments access to buildings when no one is there to let them in. A Knox box is placed on the outside of a building and the keys that are needed to gain access to the building are placed inside the box. The Fire Departments are given a key to the Knox box so they can open the box and get the keys out and enter the building without having to break down the door. The Yadkin County schools already have Knox boxes and Donald Hawks is the designated authorizer of the program. The County would like other buildings to be added to the program. County Manager Hughes has spoken with Dr. Martin. It is felt that the Fire Marshall's Office is a more appropriate place for the program to be housed. Keith Vestal and Ricky Leonard have researched what other counties and municipalities are doing. They have prepared a Rapid Entry Key System Ordinance that will establish and control the program. Prior to the Board considering it for adoption, they requested a Public Hearing be held. **Commissioner Zachary made a motion to set a Public Hearing on the Yadkin County Rapid Entry Key System Ordinance for Monday, December 7, 2015 at 9:00am. Vice Chairman Moxley second.**

**Vote: 5/0.**

## **BOARD ACTION**

### **Add WIC Supervisor to Classification & Pay Plan and Change Job Title of Position #700013**

A Nutritionist III is going to retire on 12/01/2015. In order to more accurately reflect the job duties that are being performed by position #700013, Kim Harrell requested that WIC Supervisor be added to the Classification & Pay Plan, at a pay grade 68, and the job title of the position be changed to WIC Supervisor. The requested WIC Supervisor position has the same pay grade as the Nutritionist III position so there would

be no budgetary effect. **Commissioner Welborn made a motion to add WIC Supervisor (Grade 68 - \$36,111 - \$54,166) to the Yadkin County Classification & Pay Plan and change the job title of position #700013 from Nutritionist III to WIC Supervisor. Commissioner Hemric second.**

**Vote: 5/0.**

**Add Collection/Distribution Supervisor & Distribution Technician to Classification & Pay Plan**

The County will be assuming the operations and maintenance of the 601 waterline and sewer line. The Town of Yadkinville has been operating and maintaining the lines for the County but they will no longer provide these services after December 31, 2015. The Board was asked to add a Collection/Distribution Supervisor and a Distribution Technician to the Classification & Pay Plan and to authorize a position be created in each of these new classifications. These new positions will assume responsibility for operating and maintaining the 601 lines, as well as the HWY 21 waterline. The Board was asked to transfer employee #312 into the Collection/Distribution Supervisor position. **Vice Chairman Moxley made a motion to add the classifications of Collection/Distribution Supervisor, Pay Grade 70, with a salary range of \$39,659 - \$59,489 and Distribution Technician, Pay Grade 62, with a salary range of \$27,264 - \$40,896 to the Classification & Pay Plan and to create one position in each classification and to transfer employee #312 into the Collection/Distribution Supervisor position, effective January 1, 2016. Commissioner Zachary second.**

**Vote: 5/0.**

**Reclassify Position #700004 Environmental Services Specialist to Environmental Health Specialist**

The Environmental Services Specialist, position #700004, currently works in both Environmental Health and in Water and Sewer. In the previous agenda item the Board was asked to create a full-time water and sewer position and transfer employee #312 into that position. A new person will need to be hired for Environmental Health. When that new person is hired their time will not be split; 100% of their time will be charged to Environmental Health. To better reflect the job duties the new person will be expected to perform, the Board was asked to reclassify the position to Environmental Health Specialist. They would like to have someone hired to fill this position prior to January 1, 2016. **Commissioner Zachary made a motion to reclassify position #700004, Environmental Services Specialist, pay grade 67 to Environmental Health Specialist, pay grade 67. Commissioner Welborn second.**

**Vote: 5/0.**

**Hughes Plumbing Contract**

There are issues with the sewer lines and grease trap at the Hospital. Hughes Plumbing will provide the services and materials needed to repair and/or replace the sewer lines and the drain lines for the grease trap. The project cost is not to exceed \$21,000.00 and it includes the removal of some old floor tile and installation of new tile and the landfill charges for the disposal of the trash associated with the project. **Vice Chairman Moxley made a motion to approve the agreement for services with Hughes Plumbing Co., Inc. and authorize the County Manager to sign the agreement. Commissioner Hemric second.**

**Vote: 5/0.**

**Lease Agreement for Convenience Site #6**

The County leases the property on Speer Bridge Road where Convenience Site #6 is located. The lease agreement needs to be renewed because the current lease expires on November 30, 2015. The new lease agreement the County had discussed with the property owners was a three year lease. The County currently pays \$1,500.00 a year to lease the property. The new lease payment will be \$1,800.00 a year. The owners had initially agreed to the three year lease that is in the agenda packet but they have now decided they only want the lease to be a one year lease for \$1,800.00. With property revaluation occurring they don't want to be locked into a payment amount for three years. They believe their property value is going to increase. The Board reviewed the revised one year lease agreement. **Commissioner Welborn made a motion to approve the one year lease agreement for Convenience Site #6. Commissioner Hemric second.**

**Vote: 5/0.**

**CALENDAR NOTES**

- 1) November 26-27, 2015 – County Offices Closed for Thanksgiving.

- 2) December 1, 2015 – Tentative Joint Board of Commissioners/Board of Education Meeting at 8:15am at West Yadkin Elementary.
- 3) December 22, 2015 – Employee Christmas Dinner from 11:00am – 2:00pm at Yadkinville United Methodist Church.
- 4) December 23 – 25, 2015 – County Offices Closed for Christmas.

#### **MANAGER'S REPORTS/BOARD ACTION**

There were no Manager's Reports tonight.

#### **MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED**

##### **Dorsett Technologies Contract**

Dorsett Technologies will extend the existing supply lines to the new dropped ceiling in the Tax Office and Juvenile Probation area of the Courthouse and provide new duct work and registers.

#### **BOARD VACANCIES/APPOINTMENTS**

##### **Human Services Advisory Committee**

There is a vacancy for a dentist on the Human Services Advisory Committee.

##### **Joint Nursing Home and Adult Care Home Community Advisory Committee**

There is a vacancy on the Committee.

#### **COMMISSIONER COMMENTS**

**Commissioner Welborn** thanked everyone for coming. It was good to see a room full of people here tonight. This was the most people he has seen at a meeting since he became a Commissioner. He enjoyed having the students here to lead the Pledge of Allegiance. He thanked Keith Vestal and the EMS staff for what they do. They do a great job. It was a good idea to start the award program.

**Commissioner Zachary** thanked everybody for being here tonight. There was a good group of students here to lead the Pledge of Allegiance. They did a good job. The presentation of the Life Saving Awards was outstanding. We have a very, very, fine EMS. He is proud of the EMS staff for the great work they do. Lots of people who are walking around today owe them a great deal of gratitude.

**Vice Chairman Moxley** thanked everyone for coming out. He gave a special thanks to the students who were here to lead the Pledge of Allegiance. They did a great job. He thanked Keith Vestal. He thanked Justin Latham for presenting the award program to Keith Vestal. It is a great program. He looks forward to seeing more awards being given out in the future. He believes with the staff the County has this will happen a lot more often.

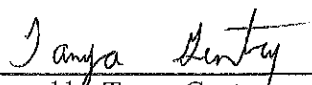
**Commissioner Hemric** thanked everyone for coming out tonight. He thanked the students for leading the Pledge of Allegiance. He thinks the award program is a great idea. It is good to reward people for such good service and recognize their achievements.

**Chairman Austin** stated he had commented on the award recipients earlier but he wanted to thank them again. Recognizing their achievement was a great thing to do for a great group of paramedics. In his opinion we have the best EMS staff in the State. He is proud to have this staff taking care of the citizens in Yadkin County. The students were great. Sometimes the students start the Pledge of Allegiance and when the rest of the people join in it drowns out the children but that didn't happen with these children. They recited the Pledge loud and clear and it was fantastic. He loved it. He thanked Tanya Gentry for organizing having the students come to the night meetings and lead the Pledge of Allegiance. He mentioned the Blue Star Memorial Highway dedication that was held this morning. It was a nice dedication. He thanked Senator Krawiec, Mayor Gregory from the Town of Yadkinville, Commissioner Monta Davis-Oliver from the Town of Yadkinville, and all the others who attended the dedication. He thanked the veterans who attended. He thanked the VFW and the American Legion members who attended. It was a lot of fun. He thanked Wendi Thompson for her assistance with organizing the Blue Star Memorial Highway dedication.

**Chairman Austin made a motion to go into Closed Session pursuant to NCGS 143-318.11(a) (1)(3)(4)(5)(6) to discuss Personnel Matters and to Protect Personnel Information that is Confidential under NCGS 153A-98, and to discuss the potential Location or Expansion of Industries or other Businesses in the County, to Establish the County's Negotiating Position for Acquiring Real Property and to Instruct the County Staff on that Position, and to have a Privileged Consultation with our County Attorney. Commissioner Zachary second.**  
**Vote: 5/0.**

After a motion to come out of Closed Session was made and the Board was in Open Session, Commissioner Zachary made a motion to approve New Atlantic Change Order Request #20, which is a credit of \$1,750.00 for the removal of two gates that have been deleted from the project. Commissioner Welborn second.  
**Vote: 5/0.**

**Commissioner Welborn made a motion to adjourn. Vice Chairman Moxley second.**  
**Vote: 5/0.**

  
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Prepared by Tanya Gentry  
Clerk to the Board

  
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Kevin Austin, Chairman  
Yadkin County Board of Commissioners

12/7/15  
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Date approved by the  
Yadkin County Board of Commissioners